



***State of Washington
Department of Transportation
Notice to Consultants
On-Call Aerial Photography Services***

The Washington State Department of Transportation (WSDOT) solicits interest from consultants who wish to be evaluated and considered to provide On-Call Aerial Photography Services for WSDOT Aerial. WSDOT may award up to three (3) or more agreements. The agreement will be for approximately three (3) years in duration. The approximate dollar value for each consultant agreement will be \$50,000.

Project Description

The purpose of the On-Call agreements is to have readily available a list of consultants with qualified aerial photo aircraft, camera and aircrew who can respond quickly to WSDOT requirements when WSDOT is over tasked with aerial photo projects. The consultants, when tasked, would be required to conduct aerial photography flights using WSDOT provided aerial film over areas designed by the project manager and deliver the resulting exposed aerial data to the WSDPT Aerial Photo Branch.

The selected firm(s) will assist WSDOT in the acquisition of large format aerial photography mainly in the State of Washington. The principle service and products requested here are natural color, GPS centered aerial negatives exposed in the consultant's camera. Aerial film, flight maps, and film processing are to be provided by the WSDOT Aerial Photography Branch. Specifications for positional accuracy, negative exposure, exposure documentation and delivery to WSDOT will be provided with each project.

The Department's Aerial Photography Branch will exercise this option in the advent that the present Remote Sensing Aircraft Contract (mandatory) cannot accomplish an unforeseen dynamic workload.

The WSDOT Aerial Photo Branch is required to provide aerial photography services in direct support of the WSDOT engineering professionals. High quality, timely aerial photography products are essential in producing accurate detailed images for various engineering applications such as mapping, construction record and environmental issues.

Evaluation Criteria

Pursuant to state and federal regulations, a qualifications-based selection process will be used to select a consultant for this project. The following information and criteria will be used to evaluate and rank responses:

- ~~1. Qualifications/Expertise of Firm(s) on Team;~~
- ~~2. Qualifications of Proposed Project Manager;~~
- ~~3. Key Team Members Qualifications (Prime and Sub-Consultant);~~
- ~~4. Firm's Project Management System (Prime Consultant Only);~~
- ~~5. Project Delivery Approach;~~
- ~~6. References/past performances (Prime Consultant Only); and~~

~~7.—Cost Factors (Prime Consultant Only.)~~

1. [Qualifications/Expertise of Pilots/Photographers](#)
2. [Proposed Aircraft, Camera, Navigation, and GPS Systems](#)
3. [Aircraft and Crew Location](#)
4. [References/Past Performances](#)
5. [Cost Factors](#)

The link to the definitions and point value for each of the proposed criteria may be found on the first page of this advertisement web site.

WSDOT may conduct interviews during the selection process, but selection can be made based on information provided in the submittals without an interview phase.

NOTE: It is imperative that the consultant reviews the definitions of the scoring criteria. We have included requirements and/or limitations for the information that is being requested as well as a point value assigned to each criterion.

Submittals

Consultants are invited to submit their Statement of Qualifications at their own cost. WSDOT assumes no obligation of any kind for expenses incurred by any respondent to this solicitation. The submittal is limited to a total maximum number of twenty-five (25) sheets submitted only on single sided (single sided meaning one side only of a single sheet of paper) typed 8.5" x 11" paper (if charts and/or graphs are utilized text must be a readable size font), and with type size no smaller than 12 point.

Your Statement of Qualifications must be broken into two (2) separate packets. Your Statement of Qualifications "Packet A" must consist of:

- Your responses to scoring Criteria 1 through ~~5~~ 3.

Your Statement of Qualifications "Packet B" must consist of the following information only:

- Your letter of transmittal;
- Your response to scoring criteria ~~6~~ 4 and ~~7~~ 5; and
- Your Submittal Information Packet forms for you as the prime and all of your proposed sub-consultants.

The page limitation does not apply to the front and back covers of "Packet A" and all of "Packet B."

The Statement of Qualifications shall meet the following requirements or will be deemed non-responsive and will not be eligible for consideration of this work:

- Title of the Request for Qualifications and your firm clearly identified on the cover of the submittal Packets "A" and "B", and the letter of transmittal;
- Statement of Qualifications broken into "Packet A" and "Packet B" as indicated above;



- Responsive to all evaluation criteria;
- Meeting page limitations and font size requirements; and
- Meeting submittal deadline submission date.

Materials submitted in response to this competitive procurement shall become the property of WSDOT and will not be returned. All submittals received will remain confidential until WSDOT and the successful Consultants sign the agreements resulting from this advertisement. All submittals are deemed public records as defined in the RCW 42.17.250 to 42.250.340.

Faxed or e-mailed submittals will not be accepted. Four (4) copies of your "Packet A" and one (1) copy of "Packet B", whether mailed or hand-delivered, must arrive at the following address no later than 5:00 pm on Wednesday, March 23, 2005:

Mr. Michael B. Rice
Director, Consultant Services
Washington State Department of Transportation
Capital View II Building, 2nd Floor
724 Quince Street SE
Olympia, WA 98504-7323

Note: Please be aware that if you mail your submittal utilizing the United States Postal Service (USPS), an additional two (2) working days will be added to the delivery time due to the fact that all State Agency mail must go through an internal Campus Mail system first before it reaches its final destination. Submittals mailed via USPS, including next day deliveries, must account for this added delivery time in order for the submittal to reach the Consultant Services office by the due date and time.

Any questions regarding the submittal process should be directed to the Consultant Services Office at 360-705-7147. All questions regarding the technical aspect of this request should be directed to Mr. Jim Walker at 360-709-5555.

The department has an overall Disadvantaged Business Enterprise (DBE) Goal. The DBE goal for participation will be obtained through a combination race-neutral/race-conscience means as outlined in WSDOT's "Disadvantaged Business Enterprise Program Plan." The department encourages disadvantaged, minority, and women-owned consultant firms to respond.

Persons with disabilities may request this information be prepared and supplied in alternate formats by calling collect 206-389-2839. Persons with hearing impairments may call 1-800-833-6388 (Washington State Telecommunications Relay Service) and ask for 206-515-3683.

Dates of publication in the Seattle Daily Journal of Commerce: Wednesday, February 16, 2005, and Wednesday, February 23, 2005.

Submittal Due Date: Wednesday, March 23, 2005.